



The National Training Agency wishes to receive Expressions of Interest from suitably qualified Individuals and/or Firms to enable the procurement of a Consultant to lead the development of its Strategic Plan for 2018-2022.

Interested Applicants may contact Mr. Anees Rahman, Corporate Secretary for clarification in the submission of this completed form at [anees-rahman@ntatt.org](mailto:anees-rahman@ntatt.org)

- Disclaimer: Please note that the receipt of this document by the NTA does not constitute an intention to create any binding legal obligations on the part of the NTA

22<sup>nd</sup> November 2017

By order of the Board

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# Expression of Interest

All applicable fields of this template should be completed in order to provide the relevant background information requested in key areas inclusive of human resources, technical expertise and experience to enable evaluation.

## 1. Applicant

Include the name(s) of the entity, or entities, making the application. Kindly indicate if the entity is a company, sole trader or a partnership.

Name of Person	Name and Type of Entity	Nationality
Leader:		
Partner 1:		
Partner 2:		

## 2. Contact Person

Include the contact details for the main point of contact for this application.

Contact Details
Name:
Organisation:
Address:
Telephone number(s):
Facsimile:
Email address:



### 3. Experience

In the tables below, summarize the major projects related to consultancies for the preparation of a Strategic Plan within the past five (5) years.

#### Reference #1

Ref 1						
Name of Client	Country	Overall Project Value	Proportion carried out by your entity (%)	No of staff provided	Dates (start/end)	Name of partners if any
<b>Project Description</b>				<b>Services Provided</b>		

Contact Details
Address:
Telephone number:
Email address:



Reference #2

Ref 2						
Name of Client	Country	Overall Project Value	Proportion carried out by your entity (%)	No of staff provided	Dates (start/end)	Name of partners if any
<b>Project Description</b>				<b>Services Provided</b>		

Contact Details
Address:
Telephone number:
Email address:



#### 4. Staff Resources

Include the following personnel details for the current year.

Average manpower	This Year	
	Overall	Total for fields related to this type of Consultancy
No. of Permanent staff		
No. of Other staff		
Total		

#### 5. Expertise

In the table below indicate the relevant technical expertise related to the personnel of each entity making this application.

Place a tick (√) in the box corresponding to your areas of expertise.

Area of Expertise	Leader	Partner 1	Partner 2